

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**February 6th, 2025**

The meeting was conducted remotely via Zoom and with in-person attendance at Station 31.  
1231 Franz St SE, Lacey, WA 98516

| <b>Present:</b>                                                        | <b>Present (Virtual):</b> | <b>Excused:</b>                             |
|------------------------------------------------------------------------|---------------------------|---------------------------------------------|
| Commissioner Kirkbride<br>Commissioner Hetzler<br>Commissioner Roberts |                           | Commissioner Kelling<br>Commissioner Gamble |

**I. CALL TO ORDER**

Commissioner Hetzler called the meeting to order at 5:30 PM, followed with a salute to our Nation's Flag.

**II. APPROVAL OF THE AGENDA**

Commissioner Hetzler proposed postponing the committee reports and new business until the next meeting on February 20<sup>th</sup> due to the district emergency.

**MOTION:** To approve the agenda as amended.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

**III. HEARING OF THE PUBLIC /MEMBERS PRESENT**

None.

**IV. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the January 16<sup>th</sup>, 2025, meeting of the Board of Fire Commissioners.

B. Warrants (AP 2A 2025):

- General Fund 001 (Acct #6630) EFTs numbered 5518 through 5523; checks numbered 24271 through 24277 and 24285, for a total amount of \$61,417.24.
- Equipment Repair and Replacement Fund 103: EFT number 5524; checks numbered 24278 through 25279 for a total amount of \$4,982.39.
- Capital Projects Fund 301: Check number 24280 for a total amount of \$7,980.12.
- 307-2017B Capital Improvement Project: Checks numbered 24281 through 24284 for a total amount of \$31,587.01.

C. Payroll 1B-2025 in the amount of \$710,097.68.

**MOTION:** To approve the consent agenda as published.

Motion: Commissioner Roberts

Second: Commissioner Kirkbride

Carried: Unanimous

**V. COMMITTEE REPORTS**

None; postponed to the next meeting.

**VI. OLD BUSINESS**

No items.

**VII. NEW BUSINESS**

None; postponed to the next meeting.

**VIII. ADMINISTRATIVE REPORT**

Chief Schmidt reported:

- There is community outreach scheduled for February. Community Risk Reduction is doing a great job and has two locations to take crews through: the FedEx building in Lacey and Vista Village, which is a senior condominium. Both are opportunities for the crews to walk through the facilities and talk about safety and familiarization.
- There was an event at the Comfort Inn on College Street on February 1<sup>st</sup> at 1:30 a.m. A garbage truck drove under the awning in front of the building. It took a lot of time from staff to help stabilize the building. Resources from the city were called out. They shut down the systems and had to do a partial evacuation of the hotel. The mitigation for it included bringing a crane to completely remove the overhang in order to stabilize the building. They are still in the process of getting systems back up and securing the building.
- There was a meeting this week with Firefighter Kelsey Benson. The planning for girls' camp is well underway. It will take place August 2<sup>nd</sup> and 3<sup>rd</sup> at Mark Noble.

## **IX. COMMISSIONER COMMENTS**

Commissioner Roberts – it was a remarkable series of events for Chief Brooks. Will be present via Zoom for the next meeting.

Commissioner Kirkbride – in agreement that the event was very nice and very well done. Will not be in attendance at the Feb 20<sup>th</sup> but will attempt to Zoom in.

Commissioner Hetzler – Nothing to add; except for some cards to send. Fire Chief Schmidt confirmed this information.

## **X. CORRESPONDENCE**

Chief Schmidt reported that a mother emailed to apologize that she had a nine-week-old puppy and a toddler who locked themselves in the bathroom, and she had to have crews come in to access the bathroom. She apologized because she did not feel that the call was by any means an emergency. The crews came in and removed the lock device in the doorknob. They freed the toddler and the puppy, entertained them both, and put the lock back together. She was very happy for their response and also apologetic for taking up the crew's time.

## **XI. HEARING OF THE PUBLIC / MEMBERS PRESENT**

## **XII. EXECUTIVE SESSION**

A. In accordance with RCW 42.30.110(1)(g) to review the performance of a public employee.

Five minutes was allotted for the executive session which began at 5:37 and was scheduled to end at 5:42.

The executive session ended at 5:42. There are two items of business to take care of; both of which deal with contracts with the current chief and with Chief Brooks. They are editorial changes that need to be made.

Chief Schmidt reported that in regard to her contract, there was an omission from the negotiating language of longevity being present. The ask is for that language to be representative through the amendment.

In the case of Chief Brooks' contract, the negotiations had agreed to have him carry over sick leave into his extended contract. The new language notes that he will be carrying over his sick leave.

**MOTION:** To amend Chief Schmid's contract to include the language that deals with longevity.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

**MOTION:** To accept the amendment to Chief Brooks' contract to allow him to carry over his sick leave.

Motion: Commissioner Roberts  
Second: Commissioner Kirkbride  
Carried: Unanimous

### **XIII. ADJOURNMENT**

The meeting adjourned as of 5:44 PM.

***Next Regular Meeting: February 20th, 2025– 5:30 p.m.  
Available via remote meeting.***

Signed by:  
 2/21/2025  
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Chair

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Vice Chair

Signed by:  
 2/21/2025  
B774FE0627B646E...  
Commissioner

Signed by:  
 2/21/2025  
EBC052AD01464B5...  
Commissioner

DocuSigned by:  
 2/22/2025  
6790F53C12574DB...  
Commissioner

DocuSigned by:  
 2/26/2025  
A7184940CD19467...  
ATTEST: District Secretary